



**United Nations Staff Union
POLLING OFFICERS**

PO/98/4

1 July 1998

TO: All Staff Union Members at United Nations Headquarters

FROM: United Nations Staff Union Polling Officers

SUBJECT: *Nominations for 39th Staff Council*

1. Staff members are hereby invited to nominate, on the attached nomination form, candidates for the posts of representative and alternate representative of their respective electoral Unit(s) for the 39th Staff Council. Each nomination form should be signed by seven staff members of the unit concerned, as well as by the two nominees. All nominations will be subject to the application of the appropriate Article(s) of the Statute and Rules of the Staff Union of the United Nations Secretariat.

2. Nominations must be received by 24 July 1998 by the Polling Office, DC1-702.

3. Please note that nominations must be *submitted in pairs*, i.e., staff representative and alternate staff representative designated on one nomination form. Nominations received without such designation will be returned as incomplete. Nominees and the staff nominating them must be from the same electoral unit.

4. Annexed hereto is a memorandum dated 15 April 1998 from the Assistant Secretary-General for OHRM on the implementation of paragraph 12, section II of General Assembly resolution 51/226.

Best copy available

Composition of Unit	No. of Staff
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ELECTORAL UNIT 1

{OSG}	OFFICE OF THE SECRETARY-GENERAL
{OSG}	DEPUTY SECRETARY-GENERAL
{OSG}	PROTOCOL AND LIAISON SERVICE
{OSG}	OFFICE FOR DEVELOPMENT FINANCING
{OSG}	STRATEGIC PLANNING UNIT
{OSG}	OFFICE FOR EXTERNAL RELATIONS
{UNS}	UNITED NATIONS SECRETARIAT
{HC/CHR}	NEW YORK OFFICE
{ICTR}	INTERNATIONAL CRIMINAL TRIBUNAL FOR RWANDA
{ICTR}	ICTR - ARUSHA
{ICTR}	ICTR - NEW YORK
{ICTR}	ICTR - NEW YORK - REGISTRY
{INSTRAW}	INSTRAW LIAISON OFFICE - NEW YORK
{SECOND}	STAFF ON SECONDMENT OR LOAN FROM THE SECRETARIAT TO OTHER BODIES
{SISA}	SECRETARIAT OF THE INTERNATIONAL SEABED AUTHORITY
{SRSG}	SPECIAL REPRESENTATIVES OF THE SECRETARY-GENERAL
{UNEP}	REGIONAL OFFICE FOR NORTH AMERICA
{UNHCR}	OFFICE OF THE HIGH COMMISSIONER - UNHCR
{UNIDO}	UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION
{UNITAR}	UNITED NATIONS INSTITUTE FOR TRAINING AND RESEARCH, NEW YORK OFFICE
{UNU}	UNITED NATIONS UNIVERSITY
{UNON}	STAFF MEMBER DETAILED TO MISSIONS - UNON
{UNRWA}	UNASSIGNED
{WFP}	WORLD FOOD PROGRAM
{WMO}	WORLD METEOROLOGICAL ORGANIZATION
{WIPO}	WORLD INTELLECTUAL PROPERTY ORGANIZATION

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ELECTORAL UNIT 2

{OIOS}	OFFICE OF INTERNAL OVERSIGHT SERVICES
{OIOS}	OIOS OFFICE OF THE USG
{OIOS}	CENTRAL EVALUATION UNIT
{OIOS}	AUDIT AND MANAGEMENT CONSULTING DIVISION

Composition of Unit		No. of Staff
ELECTORAL UNIT 2 <i>(continued)</i>		
{OIOS}	CENTRAL MONITORING AND INSPECTION UNIT	113
{OIOS}	INVESTIGATION UNIT	
{OIOS}	OIOS/AMCD/NEW YORK	
{DDA}	DISARMAMENT AFFAIRS, NEW YORK	
{DDA}	ADMINISTRATIVE UNIT	
{DDA}	LIST OF STAFF PENDING COMPLETION OF THE REORGANIZATION	
ELECTORAL UNIT 3		
{OLA}	OFFICE OF LEGAL AFFAIRS	139
{OLA}	OFFICE OF THE LEGAL COUNSEL	
{OLA}	EXECUTIVE OFFICE - OLA	
{OLA}	SECRETARIAT OF THE ADMINISTRATIVE TRIBUNAL	
{OLA}	CODIFICATION DIVISION	
{OLA}	DIVISION FOR OCEAN AFFAIRS AND THE LAW OF THE SEA	
{OLA}	GENERAL LEGAL DIVISION	
{OLA}	TREATY SECTION	
ELECTORAL UNIT 4		
{UNJSPF}	UNITED NATIONS JOINT STAFF PENSION FUND	
{UNJSPF}	OFFICE OF THE SECRETARY OF THE BOARD	
{UNJSPF}	EXECUTIVE OFFICE - UNJSPF	
{UNJSPF}	INVESTMENT MANAGEMENT SERVICE	
{UNJSPF}	OPERATIONS	
{UNJSPF}	OFFICE OF THE CHIEF - PFIMS	
{UNJSPF}	INFORMATION SYSTEMS SECTION	
{UNJSPF}	INFORMATION MANAGEMENT SYSTEMS SECTION	
{UNJSPF}	FINANCIAL SERVICES SECTION	
{UNJSPF}	COMPUTER OPERATIONS UNIT	
{UNJSPF}	APPLICATION PROGRAMMING UNIT	
{UNJSPF}	CASHIER UNIT	
{UNJSPF}	CONTROL AND CLEARANCE UNIT	

Composition of Unit		No. of Staff
ELECTORAL UNIT 4 <i>(continued)</i>		
{UNJSPF}	RECORDS MANAGEMENT UNIT	121
{UNJSPF}	OPERATIONS SECTION	
{UNJSPF}	ACCOUNTS UNIT	
{UNJSPF}	PAYMENTS UNIT	
{UNJSPF}	INVESTMENT SECTION	
{UNJSPF}	PENSION ENTITLEMENTS SECTION	
ELECTORAL UNIT 5		
{DPA}	OFFICE OF THE UNDER-SECRETARY-GENERAL - DPA	113
{DPA}	EXECUTIVE OFFICE - DPA	
{DPA}	POLICY PLANNING UNIT	
{DPA}	DECOLONIZATION UNIT	
{DPA}	SECURITY COUNCIL PRACTICES AND CHARTER RESEARCH BRANCH	
{DPA}	OFFICE OF THE ASG - POLITICAL AFFAIRS FOR AE, A AND PR	
{DPA}	DIVISION FOR PALESTINIAN RIGHTS	
{DPA}	ASIA AND THE PACIFIC DIVISION	
{DPA}	AMERICAS AND EUROPE DIVISION	
ELECTORAL UNIT 6		
{DPA}	DEPARTMENT OF POLITICAL AFFAIRS	108
{DPA}	MILITARY STAFF COMMITTEE SECRETARIAT	
{DPA}	SECURITY COUNCIL AFFAIRS DIVISION	
{DPA}	OFFICE OF THE ASG - POLITICAL AFFAIRS FOR AF I, AF II AND SC	
{DPA}	ELECTORAL ASSISTANCE DIVISION	
{DPA}	AFRICA II DIVISION	
{DPA}	AFRICA I DIVISION	
{DPA}	SECURITY COUNCIL SUBSIDIARY ORGANS BRANCH	
{DPA}	SECURITY COUNCIL SECRETARIAT BRANCH	

Composition of Unit		No. of Staff
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ELECTORAL UNIT 7

{OCHA}	OFFICE OF THE UNDER-SECRETARY-GENERAL - OCHA
{OCHA}	POLICY, ADVOCACY, INFORMATION DIVISION
{OCHA}	INFORMATION MANAGEMENT SERVICES BRANCH
{OCHA}	EXECUTIVE OFFICE - OCHA
{OCHA}	OFFICE FOR THE COORDINATION OF HUMANITARIAN AFFAIRS
{OCHA}	INFORMATION TECHNOLOGIES UNIT
{DHA}	DEPARTMENT OF HUMANITARIAN AFFAIRS
{DHA}	EXECUTIVE OFFICE - DHA
{DHA}	NEW YORK OFFICE
{DHA}	OFFICE OF THE DIRECTOR - NYO
{DHA}	MINE CLEARANCE AND POLICY UNIT
{DHA}	COMPLEX EMERGENCY DIVISION
{DHA}	RAPID RESPONSE UNIT
{DHA}	ADVOCACY AND EXTERNAL RELATIONS UNIT
{DHA}	MIDDLE EAST SECTION
{DHA}	ASIA, EUROPE AND LATIN AMERICA SECTION
{DHA}	POLICY AND ANALYSIS UNIT
{DHA}	LESSONS LEARNED UNIT
{DHA}	OFFICE OF THE USG - DHA
{DHA}	AFRICA II SECTION
{UNCHS}	UNCHS OFFICE NEW YORK
{UNSCOM}	UNITED NATIONS SPECIAL COMMISSION

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ELECTORAL UNIT 8

{DPKO}	FUTURE OPERATIONS UNIT
{DPKO}	ADMINISTRATION AND RECORDS SECTION
{DPKO}	LOGISTICS OPERATION SECTION
{DPKO}	CURRENT OPERATIONS UNIT
{DPKO}	POLICY, PLANNING AND REVIEW UNIT
{DPKO}	TRANSPORT SECTION
{DPKO}	COMMUNICATIONS AND ELECTRONIC SERVICES SECTION
{DPKO}	OFFICE OF THE CHIEF DPKO OPS FALD PMSS
{DPKO}	RECORDS MANAGEMENT UNIT
{DPKO}	POLICY AND ANALYSIS UNIT

Composition of Unit	No. of Staff
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ELECTORAL UNIT 8 (continued)

{DPKO}	MOVEMENTS CONTROL UNIT
{DPKO}	AIR SAFETY/TRANSPORT UNIT
{DPKO}	SURFACE TRANSPORT UNIT
{DPKO}	COMMUNICATIONS UNIT
{DPKO}	ADMINISTRATIVE SUPPORT UNIT
{DPKO}	ADMINISTRATION UNIT - ESTABLISHED MISSIONS
{DPKO}	ELECTRONIC DATA PROCESSING UNIT
{DPKO}	STAFFING UNIT
{DPKO}	ADMINISTRATION UNIT - SPECIAL MISSIONS
{DPKO}	TRAVEL UNIT
{DPKOFALD}	ADMINISTRATIVE AND TECHNICAL STAFF
{DPKOFALD}	UNITED NATIONS MISSION TO GUATEMALA
{DPKOFALD}	OFFICE OF THE SPECIAL REPRESENTATIVE OF THE SG FOR WESTERN SAHARA
{DPKOFALD}	UNITED NATIONS TRANSITIONAL ADMINISTRATION FOR EASTERN SLAVONIA, BARANJA AND WES

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ELECTORAL UNIT 9

{DPKO}	OFFICE OF THE ASSISTANT SECRETARY-GENERAL - DPKO-OPS
{DPKO}	OFFICE OF THE DIRECTOR DPKO OPS FALD
{DPKO}	OFFICE OF THE CHIEF DPKO OPS FALD FMSS
{DPKO}	OFFICE OF THE CHIEF DPKO OPS FALD LCS
{DPKO}	SITUATION CENTRE
{DPKO}	FINANCIAL SUPPORT SECTION
{DPKO}	AFRICA UNIT
{DPKO}	EUROPE AND LATIN AMERICA UNIT
{DPKO}	CLAIMS AND INFORMATION MANAGEMENT SECTION
{DPKO}	SUPPLY SECTION
{DPKO}	FIELD SUPPLY UNIT
{DPKO}	TRAINING UNIT
{DPKO}	ASIA AND THE MIDDLE EAST UNIT
{DPKO}	ENGINEERING SECTION
{DPKO}	CLAIMS ADMINISTRATION UNIT
{UNOIP}	OFFICE OF THE IRAQ PROGRAMME

Composition of Unit		No. of Staff
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ELECTORAL UNIT 9 (continued)

{UNOIP}	CONTRACTS PROCESSING SECTION
{UNOIP}	OBSERVATION AND ANALYSIS SECTION
{UNOIP}	EXECUTIVE OFFICE
{UNOIP}	OFFICE OF THE EXECUTIVE DIRECTOR

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ELECTORAL UNIT 10

{DPKO}	DEPARTMENT OF PEACE-KEEPING OPERATIONS
{DPKO}	OFFICE OF THE UNDER-SECRETARY-GENERAL - DPKO
{DPKO}	EXECUTIVE OFFICE - DPKO
{DPKO}	PERSONNEL MANAGEMENT AND SUPPORT SERVICE
{DPKO}	LOGISTICS AND COMMUNICATIONS SERVICE
{DPKO}	CIVILIAN POLICE UNIT
{DPKO}	GENERAL SUPPLY UNIT
{DPKO}	LESSONS LEARNED UNIT
{DPKO}	DEMINING UNIT
{DPKO}	OFFICE OF THE ASG DPKO-OO
{DPKO}	MILITARY ADVISER'S OFFICE
{DPKO}	EUROPE AND LATIN AMERICA DIVISION
{DPKO}	MISSION PLANNING SERVICE
{DPKO}	ASIA AND MIDDLE EAST DIVISION
{DPKO}	AFRICA DIVISION
{DPKO}	FIELD ADMINISTRATION AND LOGISTICS DIVISION

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ELECTORAL UNIT 11

{DESA}	OFFICE OF THE UNDER-SECRETARY-GENERAL - DESA
{DESA}	EXECUTIVE AND ADMINISTRATIVE OFFICE - DESA
{DESA}	OFFICE OF THE COORDINATOR FOR AFRICA
{DESA}	INFORMATION SUPPORT UNIT
{DESA}	DIVISION FOR DEVELOPMENT POLICY ANALYSIS

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Composition of Unit		No. of Staff
ELECTORAL UNIT 12		
{DESA}	GENDER ISSUES AND THE ADVANCEMENT OF WOMEN	
{DESA}	DIVISION FOR THE ADVANCEMENT OF WOMEN	
{DESA}	DIVISION FOR SOCIAL POLICY AND DEVELOPMENT	
		116
ELECTORAL UNIT 13		
{DESA}	COORDINATION OF TECHNICAL COOPERATION ACTIVITIES	
{DESA}	DIVISION FOR SUSTAINABLE DEVELOPMENT	
{UNCTAD}	NEW YORK OFFICE - UNCTAD	
		101
ELECTORAL UNIT 14		
{DESA}	DIVISION FOR ECONOMIC AND SOCIAL COUNCIL SUPPORT AND COORDINATION	
{DESA}	DIVISION FOR PUBLIC ECONOMICS AND PUBLIC ADMINISTRATION	
		108
ELECTORAL UNIT 15		
{DESA}	POPULATION DIVISION	
{DESA}	ECONOMIC STATISTICS BRANCH - SD	
{ICSC}	INTERNATIONAL CIVIL SERVICE COMMISSION	
		106
ELECTORAL UNIT 16		
{DESA}	OFFICE OF THE DIRECTOR - SD	
{DESA}	STATISTICS DIVISION	
{DESA}	MANAGEMENT AND TECHNICAL COOPERATION	
{DESA}	STATISTICAL SERVICES BRANCH	

Composition of Unit		No. of Staff
ELECTORAL UNIT 16 <i>(continued)</i>		
{DESA}	DEMOGRAPHIC AND SOCIAL STATS.	121
{DESA}	INTL TRADE STATISTICS	
{DESA}	ENVIRONMENT, ENERGY AND INDUSTRIAL	
ELECTORAL UNIT 17		
{DM/OHRM}	OFFICE OF HUMAN RESOURCES MANAGEMENT	118
{DM/OHRM}	OFFICE OF THE ASSISTANT SECRETARY-GENERAL - OHRM	
{DM/OHRM}	MEDICAL SERVICE DIVISION	
{DM/OHRM}	SPECIALIST SERVICES DIVISION	
{DM/OHRM}	OFFICE OF THE DIRECTOR SSD	
{DM/OHRM}	HUMAN RESOURCES COORDINATION AND COMMUNICATION UNIT	
{DM/OHRM}	GLOBAL SECRETARIAT SERVICES	
{DM/OHRM}	COMMON SYSTEM AND SPECIALIST SERVICE	
{DM/OHRM}	SUPPORT SERVICES FOR STAFF COMMITTEE	
{DM/OHRM}	OFFICE OF THE STAFF COUNSELLOR	
{DM/OHRM}	RULES AND REGULATIONS UNIT	
{DM/OHRM}	COMMON SYSTEM AND COMPENSATION SECTION	
{DM/OHRM}	MEDICAL SERVICE	
{DM/OHRM}	TRAINING AND STAFF DEVELOPMENT SECTION	
ELECTORAL UNIT 18		
{DM/OHRM}	OPERATIONAL SERVICES DIVISION	
{DM/OHRM}	HUMAN RESOURCES PLANNING AND MANAGEMENT	
	INFORMATION SYSTEMS SERVICE	
{DM/OHRM}	SECRETARIAT OF THE APPOINTMENT AND PROMOTION BOARD, COMMITTEE AND PANEL	
{DM/OHRM}	ADMINISTRATIVE LAW UNIT	
{DM/OHRM}	PERSONNEL RECORDS UNIT	
{DM/OHRM}	OFFICE OF THE DIRECTOR OSD	
{DM/OHRM}	PERSONNEL DATA UNIT	
{DM/OHRM}	OVERSEAS SERVICE CLUSTER (1-3)	

Composition of Unit	No. of Staff
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ELECTORAL UNIT 18 (continued)

{DM/OHRM}	HEADQUARTERS CLUSTER 4
{DM/OHRM}	HEADQUARTERS CLUSTER 5
{DM/OHRM}	HEADQUARTERS CLUSTER 6
{DM/OHRM}	HEADQUARTERS CLUSTER 7
{DM/OHRM}	HUMAN RESOURCES MANAGEMENT INFORMATION SYSTEMS SECTION
{DM/OHRM}	STAFFING SUPPORT SECTION
{DM/OHRM}	EXAMINATIONS AND TESTS SECTION

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ELECTORAL UNIT 19

{DM/OPPBA}	OFFICE FOR PROGRAMME PLANNING, BUDGET AND ACCOUNTS
{DM/OPPBA}	PROGRAMME PLANNING AND BUDGET DIVISION
{DM/OPPBA}	SECRETARIAT OF THE ADVISORY BOARD ON COMPENSATION CLAIMS AND CLAIMS BOARD
{DM/OPPBA}	OFFICE OF THE CONTROLLER/ASSISTANT SECRETARY-GENERAL
{DM/OPPBA}	OFFICE OF THE DIRECTOR - AD
{DM/OPPBA}	OFFICE OF THE DIRECTOR PPBD
{DM/OPPBA}	SECRETARIAT OF THE UN BOARD OF AUDITORS AND PANEL OF EXTERNAL AUDITORS OF THE UN
{DM/OPPBA}	DATA ANALYSIS AND SYSTEMS CONTROL UNIT
{DM/OPPBA}	SECRETARIAT OF THE ADVISORY COMMITTEE ON ADMINISTRATIVE AND BUDGETARY QUESTIONS
{DM/OPPBA}	ECONOMIC, SOCIAL AND HUMAN RIGHTS SERVICE
{DM/OPPBA}	INSURANCE, CLAIMS AND COMPENSATION SECTION
{DM/OPPBA}	POLITICAL, LEGAL AND COMMON SERVICES SERVICE
{DM/OPPBA}	TRUST FUND AND TECHNICAL COOPERATION ACCOUNTS AND REVENUE ACCOUNTS SECTION

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ELECTORAL UNIT 20

{DM/OPPBA} ACCOUNTS DIVISION
{DM/OPPBA} SYSTEMS SUPPORT SECTION
{DM/OPPBA} CENTRAL ACCOUNTS SECTION
{DM/OPPBA} OPERATIONAL ACCOUNTS SECTION
{DM/OPPBA} DISBURSEMENTS SECTION

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ELECTORAL UNIT 21

{DM} OFFICE OF THE UNDER-SECRETARY-GENERAL - DM
{DM} EXECUTIVE OFFICE - DM
{DM} DEPARTMENT OF MANAGEMENT
{DM/OPPBA} PEACE-KEEPING FINANCING DIVISION
{DM/OPPBA} OFFICE OF THE DIRECTOR - PKFD
{DM} MANAGEMENT POLICY OFFICE AND COMMITTEE
{DM} ADMINISTRATION OF JUSTICE
{DM/OPPBA} POLICY AND STANDARDIZATION UNIT
{DM/OPPBA} AFRICA SECTION
{DM} CONTRIBUTIONS SECTION
{DM/OPPBA} EUROPE AND LATIN AMERICA SECTION
{DM/OPPBA} ASIA AND MIDDLE EAST SECTION
{DM} TREASURY

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ELECTORAL UNIT 22

{DM/OCSS} PROPERTY MANAGEMENT UNIT
{DM/OCSS} INFORMATION SYSTEMS UNIT
{DM/OCSS} PERSONNEL UNIT
{DM/OCSS} PLANNING AND DESIGN SECTION
{DM/OCSS} CUSTODIAL AND ELEVATOR OPERATIONS UNIT
{DM/OCSS} ADMINISTRATIVE AND OPERATIONS SECTION
{DM/OCSS} ARCHITECTURAL AND ENGINEERING UNIT
{DM/OCSS} BUDGET AND PURCHASING UNIT
{DM/OCSS} BUILDINGS MANAGEMENT SERVICE
{DM/OCSS} FINISHING UNIT

Composition of Unit	No. of Staff
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ELECTORAL UNIT 22 *(continued)*

{DM/OCSS}	PLANT ENGINEERING SECTION	108
{DM/OCSS}	OFFICE SPACE PLANNING UNIT	
{DM/OCSS}	GENERAL MAINTENANCE UNIT	
{DM/OCSS}	HEATING, VENTILATING AND AIR-CONDITIONING UNIT	

ELECTORAL UNIT 23

{DM/OCSS}	GARAGE ADMINISTRATION	110
{DM/OCSS}	SPECIAL SERVICES SECTION	
{DM/OCSS}	SPECIAL EVENTS UNIT	
{DM/OCSS}	MAIL OPERATIONS UNIT	
{DM/OCSS}	INFORMATION AND RECEPTION UNIT	
{DM/OCSS}	BROADCAST AND CONFERENCE ENGINEERING UNIT	
{DM/OCSS}	POUCH SUBUNIT	
{DM/OCSS}	MAIL SUBUNIT	
{DM/OCSS}	MESSENGER SUBUNIT	

ELECTORAL UNIT 24

{DM/OCSS}	FACILITIES MANAGEMENT DIVISION	110
{DM/OCSS}	OFFICE OF THE DIRECTOR - FMD	
{DM/OCSS}	OFFICE OF CENTRAL SUPPORT SERVICES	
{DM/OCSS}	RECORDS MANAGEMENT UNIT	
{DM/OCSS}	UNITED NATIONS POSTAL ADMINISTRATION	
{DM/OCSS}	ARCHIVES UNIT	
{DM/OCSS}	OFFICE OF THE ASSISTANT SECRETARY-GENERAL - OCSS	
{DM/OCSS}	NEW YORK OFFICE UNPA	
{DM/OCSS}	INTEGRATED MANAGEMENT INFORMATION SYSTEM	

Composition of Unit	No. of Staff
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ELECTORAL UNIT 25

{DM/OCSS}	TECHNOLOGICAL INNOVATIONS PROGRAMME
{DM/OCSS}	TELECOMMUNICATIONS OPERATIONS SECTION
{DM/OCSS}	INFORMATION TECHNOLOGY SERVICES DIVISION
{DM/OCSS}	COMPUTING TECHNOLOGY SERVICE
{DM/OCSS}	OFFICE OF THE DIRECTOR ITSD
{DM/OCSS}	NEW YORK COMPUTER SECTION
{DM/OCSS}	COMPUTER OPERATIONS UNIT
{DM/OCSS}	ADMINISTRATIVE SUPPORT UNIT
{DM/OCSS}	ADVANCED TECHNICAL SUPPORT SECTION
{DM/OCSS}	TELECOMMUNICATIONS SERVICE
{DM/OCSS}	OPERATING SYSTEMS UNIT
{DM/OCSS}	NETWORK CONTROL UNIT
{DM/OCSS}	TELEPHONE UNIT
{DM/OCSS}	NETWORK ENGINEERING AND PLANNING SECTION
{DM/OCSS}	TELEGRAPH UNIT
{DM/OCSS}	INFRASTRUCTURE AND APPLICATIONS SUPPORT SECTION

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ELECTORAL UNIT 26

{DM/OCSS}	TRAVEL AND TRANSPORTATION SECTION
{DM/OCSS}	PROCUREMENT DIVISION
{DM/OCSS}	SUPPORT SERVICES SECTION
{DM/OCSS}	TRAVEL UNIT
{DM/OCSS}	COMMODITY PROCUREMENT SECTION II
{DM/OCSS}	COMMODITY PROCUREMENT SECTION I
{DM/OCSS}	TRAFFIC UNIT

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ELECTORAL UNIT 27/28

{DM/OCSS}	SAFETY AND CLAIMS UNIT
{DM/OCSS}	PHYSICAL SECURITY UNIT
{DM/OCSS}	SECRETARY-GENERAL'S SECURITY UNIT
{DM/OCSS}	SPECIAL SERVICES UNIT
{DM/OCSS}	PASS AND IDENTIFICATION UNIT

Composition of Unit		No. of Staff
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ELECTORAL UNIT 27/28 (continued)

{DM/OCSS}	FIRE UNIT
{DM/OCSS}	SECURITY SECTION
{DM/OCSS}	SECURITY AND SAFETY SERVICE

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ELECTORAL UNIT 29

{OCPI}	OFFICE OF COMMUNICATION AND PUBLIC INFORMATION
{OCPI}	LIBRARY AND PUBLICATIONS DIVISION
{OCPI}	PUBLICATIONS SERVICE
{OCPI}	OFFICE OF THE DIRECTOR - LPD
{OCPI}	AFRICA RECOVERY UNIT
{OCPI}	PRODUCTION AND CO-ORDINATION UNIT
{OCPI}	UN CHRONICLE SECTION
{OCPI}	DEVELOPMENT BUSINESS UNIT
{OCPI}	DESIGN SECTION
{OCPI}	YEARBOOK SECTION
{OCPI}	WRITING AND EDITORIAL SECTION
{OCPI}	OFFICE OF THE UNDER SECRETARY-GENERAL - OCPI
{OCPI}	UN PUBLICATIONS, SALES AND MARKETING SECTION

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ELECTORAL UNIT 30

{OCPI}	MAP LIBRARY UNIT
{OCPI}	STATISTICAL LIBRARY UNIT
{OCPI}	DAG HAMMARSKJOLD LIBRARY
{OCPI}	SYSTEMS DEVELOPMENT UNIT
{OCPI}	LEGAL LIBRARY UNIT
{OCPI}	USER SERVICES SECTION
{OCPI}	DEPOSITORY LIBRARIES UNIT
{OCPI}	DOCUMENTATION SECTION
{OCPI}	ACQUISITION AND CATALOGUING SECTION
{OCPI}	CARTOGRAPHIC SECTION
{OCPI}	CATALOGUING UNIT
{OCPI}	UN-SPECIALIZED AGENCIES COLLECTION REFERENCE UNIT

Composition of Unit	No. of Staff
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ELECTORAL UNIT 30 *(continued)*

{OCPI}	EXTERNAL COLLECTION REFERENCE UNIT
{OCPI}	PROCESSING UNIT
{OCPI}	ACQUISITION UNIT
{OCPI}	LOAN/STACKS UNIT
{OCPI}	INDEXING UNIT

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ELECTORAL UNIT 31

{OCPI}	VISUAL SERVICE
{OCPI}	MEDIA DIVISION
{OCPI}	MIDDLE EAST UNIT - RNFS
{OCPI}	TELEVISION AND AUDIO-VISUAL PRODUCTION SECTION
{OCPI}	ASIAN UNIT - RNFS
{OCPI}	CARIBBEAN UNIT - RNFS
{OCPI}	EUROPEAN UNIT - RNFS
{OCPI}	LATIN AMERICAN UNIT - RNFS
{OCPI}	CENTRAL NEWS SECTION
{OCPI}	CENTRAL PROGRAMMES UNIT
{OCPI}	TELEVISION NEWS AND PRODUCTION FACILITIES UNIT
{OCPI}	PROGRAMME EVALUATION AND COMMITTEE LIAISON UNIT
{OCPI}	AFRICAN UNIT - RNFS
{OCPI}	RADIO AND CENTRAL NEWS SERVICE
{OCPI}	PROMOTION AND DISTRIBUTION OF AUDIO-VISUAL
	MATERIALS UNIT
{OCPI}	AUDIO/VISUAL PRODUCTION LIBRARIES UNIT
{OCPI}	PHOTO UNIT
{OCPI}	VIDEO SECTION

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ELECTORAL UNIT 32

{OCPI}	EXECUTIVE OFFICE - OCPI
{OCPI}	OFFICE OF THE DIRECTOR - MD
{OCPI}	NEWS COVERAGE AND MEDIA ACCREDITATION SERVICE
{OCPI}	MEDIA ACCREDITATION AND LIAISON UNIT

Composition of Unit

**No. of
Staff****ELECTORAL UNIT 32 (continued)**

{OCPI}	BUDGET, FINANCE AND GENERAL SERVICES UNIT
{OCPI}	OFFICE OF THE SPOKESMAN FOR THE SECRETARY GENERAL
{OCPI}	NEWS DISTRIBUTION SECTION
{OCPI}	HUMAN RESOURCES MANAGEMENT UNIT
{OCPI}	MEETING COVERAGE SECTION

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ELECTORAL UNIT 33

{OCPI}	PROMOTION AND PUBLIC SERVICES DIVISION
{OCPI}	INFORMATION AND PLANNING SERVICE
{OCPI}	PUBLIC AND LIAISON SERVICE
{OCPI}	EXHIBITS UNIT
{OCPI}	INFORMATION CENTRES SERVICE
{OCPI}	PROGRAMME SUPPORT SECTION
{OCPI}	PALESTINE AND DECOLONIZATION UNIT
{OCPI}	PUBLIC INQUIRIES UNIT
{OCPI}	DISSEMINATION AND COMMUNICATIONS UNIT
{OCPI}	PLANNING AND SPECIAL PROGRAMMES SECTION
{OCPI}	GROUP PROGRAMMES AND COMMUNITY LIAISON UNIT
{OCPI}	OFFICE OF THE DIRECTOR - PPSD
{OCPI}	PEACE AND SECURITY SECTION
{OCPI}	NON GOVERNMENTAL ORGANIZATIONS UNIT
{OCPI}	CENTRES ADMINISTRATIVE UNIT
{OCPI}	PUBLIC SERVICES SECTION
{OCPI}	DEVELOPMENT AND HUMAN RIGHTS SECTION
{OCPI}	GUIDED TOURS UNIT

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ELECTORAL UNIT 34

{DGAACS}	OFFICE OF THE DIRECTOR
{DGAACS}	EXECUTIVE OFFICE DGAACS
{DGAACS}	INFORMATION MANAGEMENT AND TECHNOLOGY UNIT
{DGAACS}	TRANSLATION AND EDITORIAL DIVISION
{DGAACS}	JOURNAL UNIT

Composition of Unit		No. of Staff
ELECTORAL UNIT 34 <i>(continued)</i>		
{DGAACS}	EDITORIAL SERVICE	118
{DGAACS}	EDITORIAL CONTROL UNIT	
{DGAACS}	DOCUMENTS CONTROL SECTION	
{DGAACS}	OFFICIAL RECORDS EDITING SECTION	
ELECTORAL UNIT 35		
{DGAACS}	ARABIC TP UNIT - NY	103
{DGAACS}	ARABIC TRANSLATION SERVICE	
ELECTORAL UNIT 36		
{DGAACS}	INTERPRETATION, MEETINGS AND PUBLISHING DIVISION	119
{DGAACS}	INTERPRETATION SERVICE	
{DGAACS}	ARABIC INTERPRETATION SECTION	
{DGAACS}	CHINESE INTERPRETATION SECTION	
{DGAACS}	ENGLISH INTERPRETATION SECTION	
{DGAACS}	FRENCH INTERPRETATION SECTION	
{DGAACS}	SPANISH INTERPRETATION SECTION	
{DGAACS}	RUSSIAN INTERPRETATION SECTION	
ELECTORAL UNIT 37		
{DGAACS}	CHINESE TP UNIT - NY	114
{DGAACS}	CHINESE TRANSLATION SERVICE	
ELECTORAL UNIT 38		
{DGAACS}	FRENCH TP UNIT - NY	105
{DGAACS}	FRENCH TRANSLATION SERVICE	
{DGAACS}	GERMAN TRANSLATION SECTION	

Composition of Unit		No. of Staff
ELECTORAL UNIT 39		
{DGAACS}	REPRODUCTION SECTION	102
{DGAACS}	MECHANICS UNIT	
{DGAACS}	PRODUCTION CONTROL UNIT	
{DGAACS}	REPRODUCTION PLANT	
ELECTORAL UNIT 40		
{DGAACS}	DOCUMENTS COORDINATING UNIT	114
{DGAACS}	DELEGATION DISTRIBUTION UNIT	
{DGAACS}	SECRETARIAT DISTRIBUTION UNIT	
{DGAACS}	LANGUAGE SERVICES DISTRIBUTION UNIT	
{DGAACS}	DISTRIBUTION SECTION	
{DGAACS}	SYSTEMS UNIT	
{DGAACS}	SALES DISPATCH UNIT	
{DGAACS}	COORDINATING AND RECORDS UNIT	
{DGAACS}	MEETING SERVICES UNIT	
{DGAACS}	SECONDARY DISTRIBUTION, PACKING UNIT	
{DGAACS}	STOCK CONTROL, RECEIVING AND STORAGE UNIT	
{DGAACS}	MEETINGS SERVICING UNIT	
{DGAACS}	INITIAL DISTRIBUTION UNIT	
ELECTORAL UNIT 41		
{DGAACS}	OFFICE OF THE UNDER-SECRETARY-GENERAL - DGAACS	
{DGAACS}	DEPARTMENT OF GENERAL ASSEMBLY AFFAIRS AND CONFERENCE SERVICES	
{DGAACS}	OFFICE OF THE DIRECTOR - IMPD	
{DGAACS}	CENTRAL PLANNING AND COORDINATION SERVICE	
{DGAACS}	PLANNING AND MEETINGS SERVICING SECTION	
{DGAACS}	PLANNING UNIT	
{DGAACS}	CONTRACTUAL TRANSLATION UNIT	
{DGAACS}	COPY PREPARATION AND PROOFREADING SECTION	
{DGAACS}	ARABIC CPP UNIT	
{DGAACS}	CHINESE CPP UNIT	
{DGAACS}	ENGLISH CPP UNIT	
{DGAACS}	FRENCH CPP UNIT	

Composition of Unit		No. of Staff
ELECTORAL UNIT 41 <i>(continued)</i>		
{DGAACS}	RUSSIAN CPP UNIT	
{DGAACS}	SPANISH CPP UNIT	
{DGAACS}	ARABIC VERBATIM SECTION - NY	
{DGAACS}	CHINESE VERBATIM SECTION - NY	
{DGAACS}	ENGLISH VERBATIM SECTION - NY	
{DGAACS}	FRENCH VERBATIM SECTION - NY	
{DGAACS}	RUSSIAN VERBATIM SECTION - NY	
{DGAACS}	SPANISH VERBATIM SECTION - NY	
{DGAACS}	CORRESPONDENCE UNIT - NY	
{DGAACS}	VERBATIM REPORTING SERVICE	114
ELECTORAL UNIT 42		
{DGAACS}	ENGLISH TRANSLATION SERVICE	
{DGAACS}	ENGLISH TP UNIT - NY	
{DGAACS}	TERMINOLOGY AND REFERENCE SECTION	
{DGAACS}	TEXT PROCESSING SECTION	102
ELECTORAL UNIT 43		
{DGAACS}	SPANISH TRANSLATION SERVICE	
{DGAACS}	SPANISH TP UNIT - NY	
{DGAACS}	GENERAL ASSEMBLY AND ECOSOC AFFAIRS DIVISION	
{DGAACS}	OFFICE OF THE DIRECTOR - GAEAD	
{DGAACS}	DOCUMENTATION PROGRAMMING AND MONITORING UNIT	
{DGAACS}	GENERAL ASSEMBLY SERVICING BRANCH	
{DGAACS}	ECOSOC SERVICING BRANCH	115
ELECTORAL UNIT 44		
{DGAACS}	RUSSIAN TRANSLATION SERVICE	
{DGAACS}	RUSSIAN TP UNIT - NY	
{DGAACS}	DISARMAMENT AND DECOLONIZATION ORGANS SERVICING BRANCH	108

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UNICEF HEADQUARTERS	
ELECTORAL UNIT 45	
DIVISION OF HUMAN RESOURCES EXECUTIVE DIRECTORS OFFICE	100
ELECTORAL UNIT 46	
DIVISION OF FINANCIAL & ADMINISTRATIVE MANAGEMENT	134
ELECTORAL UNIT 47	
PROGRAMME DIVISION	131
ELECTORAL UNIT 48	
DIVISION OF COMMUNICATION OFFICE OF EVALUATION, POLICY AND PLANNING	104
ELECTORAL UNIT 49	
GREETING CARD OPERATIONS - NY PROGRAMME FUNDING OFFICE OFFICE EMERGENCY OPERATIONS	119
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DIVISION OF INFORMATION RESOURCES OFFICE OF UN AFFAIRS OFFICE OF INTERNAL AUDIT OFFICE OF THE SECRETARY, EXECUTIVE BOARD SUPPLY DIVISION - NY	111

NOMINATION FORM

39th Staff Council

DECLARATION OF WILLINGNESS TO SERVE:

I agree to become a candidate for the election to the 39th Staff Council, and if elected, to serve in that capacity and to fulfil my obligations under the Statute and Rules for a two-year period.

UNIT NO.(S) _____

AS REPRESENTATIVE

AS ALTERNATE REPRESENTATIVE

_____(NAME [PRINTED])_____

_____(DEPT./SECTION)_____

_____(SIGNATURE)_____

DATE _____

DATE _____

NOMINATORS:

We, the undersigned staff of the above electoral unit(s), hereby nominate the above-named staff member(s) as a candidate(s) for the 39th Staff Council.

	NAME (please print)	DEPT./SECTION	ID No.	SIGNATURE
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____

Nominations must be received no later than Friday 24 July 1998 by the Polling Office
United Nations Polling Officers, Room DC1-702

UNITED NATIONS
INTEROFFICE MEMORANDUM



NATIONS UNIES
MEMORANDUM INTERIEUR

TO: All Heads of Departments and Offices
A:

DATE: 15 April 1998

Presidents, Staff Associations/Unions
at all duty stations

REFERENCE:

FROM: Rafiah Salim, Assistant Secretary-General
DE: for Human Resources Management

A handwritten signature in dark ink, appearing to read 'Rafiah Salim'.

Subject: **Implementation of paragraph 12, Section II, of General Assembly resolution**
Objet: **51/226**

1. We have received a number of questions relating to the implementation of paragraph 12, Section II, of General Assembly resolution 51/226 of 3 April 1997. The text provides that the General Assembly

" Recognizes the fact that staff representatives are entitled to an opportunity for career advancement, decides that the period of their continuous release shall not exceed four years, and also decides to limit such release to elected staff representatives only, on either a full-time or a part-time basis."

2. The questions may be grouped under two main categories:

- who are the staff representatives subject to the four-year limit, and
- the date from which term limits apply to subsequent elections.

The answers provided below have been prepared in consultation with the Office of Legal Affairs.

A. **Staff representatives subject to the four-year limit**

3. The Assembly dealt with the issue of term limits in the context of staff representational activities, which were the object of a number of reports by the Secretary-General. Given that context, we have concluded that the expression "elected staff representatives" refers only to staff members elected under electoral regulations agreed to by the Secretary-General in accordance with Article VIII of the Staff Regulations, for the purpose of staff consultations under the Staff Regulations and Rules. Staff members elected to serve on other bodies, such as the Joint Appeals Board or the Joint Disciplinary Committee are therefore not subject to the four-year term limit imposed by the resolution.

4. Another aspect of the question relates to the application of the term limit on staff representatives who have been released continuously, either on a full-time or part-time basis. It has been noted that the rationale given by the General Assembly for imposing a

term limit was the need to protect the career development of staff representatives. This requires that performance of functional duties unrelated to staff representation are evaluated in a manner allowing staff representatives to compete for vacant posts on an equal footing with other staff members. Taking into account that staff representatives serving on an executive committee have in practice much more demanding obligations and commitments than those who do not, limiting the term limit to those serving on an executive committee is, in our view, consistent with the rationale for imposing that term limit.

5. The General Assembly will be informed of this interpretation in the report on human resources management to be submitted to the 53rd session.

B. Date from which the term limit applies to subsequent elections

6. Resolution 51/226 was adopted on 3 April 1997 and applies prospectively. The four-year term limit could not therefore affect the status or legitimacy of the staff representatives elected *before* the resolution was adopted. However, the term limit applies in respect of all elections held after the date of adoption of the resolution.

7. In the light of the interpretation set out in paragraph 4 above, the critical determination to be made in each case is whether a staff representative was released continuously over a four year period to serve on an executive committee prior to the election. If so, the staff member in question will not be eligible to stand again for election as a staff representative.

8. ST/AI/293 of 15 July 1982 can now be revised to define the facilities to be provided to staff representatives in the light of the agreements reached at SMCC on the subject, as approved by the Secretary-General and as reported to the General Assembly, and to incorporate the term limit imposed by General Assembly resolution 51/226. We will proceed to do so as soon as possible.

cc.: Mr. Connor
Mr. Corell
Ms. Beagle
Dr. Laux
Mr. Wortel